

BOARD OF SUPERVISORS
Brown County



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PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the budget and regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, November 1, 2017 at 9:00 a.m.,** in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

**NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON
ANY ITEM ON THE AGENDA**

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

- 1. Adoption of Agenda.**
- 2. Comments from the Public:**
 - a. State name and address for the record.
 - b. Comments will be limited to five minutes.
 - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
- 3. Approval of Minutes of October 18, 2017.**
- 4. Announcements of Supervisors.**
- 5. Communications:**
 - a. Late Communications.
 - b. Communication from Supervisor Kaster re: requesting a vote by the County Board of Supervisors at the beginning of the November 1st budget meeting with regards to moving the December 20th regularly scheduled meeting to December 13th.
 - c. Communication from Supervisor Lund re: I would like to put in \$200,000 in the budget to explore adding additional DA's and staff after a study of the issue with the Sheriff Gossage, District Attorney Lasee and the Public Safety Committee.
- 6. Appointments:**
 - a. Reappointment of Hallet Harris, Ryan Holzem and William Seleen to the Solid Waste Board.
 - b. Appointment of Tony Yaggie to the Nicolet Federated Library Board.
 - c. Reappointment of Lee Hoffmann to the NEW Water Board.

7. **Reports by:**
 - a. County Executive.
 - b. County Board Chair.
8. **Other Reports: (None)**

****9:30 a.m. – PUBLIC HEARING ON 2018 BUDGET****

9. **Comments from the Public – Budgetary Items:**
 - a. State name and address for the record.
 - b. Comments will be limited to five minutes.
 - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.

**** Non-Budgetary Items ****

10. STANDING COMMITTEE REPORTS:

a) Report of Administration Committee – Presented at the October 18th County Board

ai) Report of Special Administration Committee – November 1, 2017:

1. Discussion and possible action on the sale of the following tax deed parcels (WI Surplus Action results of 10-30-17 to be passed out to Supervisors at the meeting). *Motion pending Nov 1st Special Admin meeting.*

b) Report of Education & Recreation Committee – October 17, 2017:

1. Review Minutes of:
 - a. Library Board (August 17, 2017). Receive and place on file.
 - b. Neville Public Museum Governing Board (October 9, 2017). Receive and place on file.
2. Communication from Supervisor Moynihan re: I hereby request that the Brown County Education & Recreation Committee and ultimately the Brown County Board of Supervisors provide the necessary funding to provide magnetometers (4-5) for increased security implementation at the Resch Center. As evidenced in Paris, London and Las Vegas, no one is immune from evil and terrorism. We as a people, as a county, can no longer have the mindset "it can't happen here". It's our duty as public servants to ensure our citizens, our patrons, our managerial staff and our employees are as well protected as possible from any heinous intentions. I respectfully ask for your consideration. To hold until the January meeting or sooner and have a separate line item at the meeting.
3. Museum Budget Status Finance Report for August 2017 (Unaudited). Receive and place on file.
4. Museum Director's Report. Receive and place on file.
5. Golf Course Budget Status Financial Report for August 2017 (Unaudited). Receive and place on file.
6. Golf Course Superintendent's Report. Receive and place on file.
7. Library Report/Director's Report. Receive and place on file.
8. Park Dept. - Budget Status Financial Report for August 2017 (Unaudited). Receive and place on file.
9. Park Dept. - September 2017 Park Attendance and Field Staff Reports. Receive and place on file.
10. Park Dept. - Assistant Park Director's Report. Receive and place on file.
11. NEW Zoo - Budget Status Financial Report for August 2017 (Unaudited). Receive and place on file.
12. ZOO Monthly Activity Report for October 2017. Receive and place on file.
13. Audit of bills. To approve the bills.

c) Report of Executive Committee of October 23, 2017:

1. Legal Bills - Review and Possible Action on Legal Bills to be paid. To approve.
2. Internal Auditor. *No Report. No action taken.*
3. Human Resources Report. Receive and place on file.

4. Department of Administration Report. *No Report. No action taken.*
5. County Executive Report. *No Report. No action taken.*

d) Report of Human Services Committee of October 10, 2017:

1. Review Minutes of:
 - a. Children with Disabilities Education Board (August 21, 2017).
 - b. Mental Health Treatment Committee (September 20, 2017 & October 3, 2017).
 - c. Veterans' Recognition Subcommittee (September 19, 2017).
 - i. To suspend the rules to take 1 a-c together.
 - ii. To approve 1 a-c.
2. Communication from Supervisor Schadewald: My request for these committees Admin & Human Services) to evaluate the need and funding of a Housing Navigator to coordinate county-wide efforts to improve housing opportunities in Brown County. Hold for one month.
3. Wind Turbine Update - Receive new information – Standing Item. *No action taken.*
4. Human Services Dept. - Budget Adjustment Request (17-69): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. To approve budget request 17-69.
5. Human Services Dept. - Executive Director's Report. Receive and place on file.
6. Human Services Dept. - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
7. Human Services Dept. - Statistical Reports.
 - i. To suspend the rules and take Items 7 a-c together.
 - ii. Receive and place on file 7 a-c.
 - a. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital. *See action at Item 7.*
 - b. Child Protection - Child Abuse/Neglect Report. *See action at Item 7.*
 - c. Monthly Contract Update. *See action at Item 7.*
8. Human Services Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. Receive and place on file.
9. Audit of bills. To acknowledge receipt of the bills.

e) Report of Planning, Development and Transportation Committee of October 16, 2017:

1. Review Minutes of:
 - a. Harbor Commission (July 31, 2017). Receive and place on file.
2. Planning Commission - Discussion and Action regarding the Brown County Farmland Preservation Plan Amendment. *Forwarded to November meeting.*
3. UW-Extension - Budget Status Financial Report for August 2017. Receive and place on file.
4. UW-Extension - Budget Adjustment Request (17-71): Any increase in expenses with an offsetting increase in revenue. To approve.
5. UW-Extension - Director's Report. *No report; no action taken.*
6. Public Works - Summary of Operations. Receive and place on file.
7. Public Works - Director's Report. Receive and place on file.
8. Port & Resource Recovery - Director's Report. *No report; no action taken.*
9. Acknowledging the bills. To acknowledge the receipt of the bills.

ei) Report of Land Conservation Subcommittee of October 16, 2017:

1. Open Positions Report. Receive and place on file.

f) Report of Public Safety Committee of October 4, 2017 - Presented at the October 18th County Board

11. RESOLUTIONS & ORDINANCES: None.

**** 2018 BUDGET REVIEW ** - COMMITTEE OF THE WHOLE**

12. REVIEW OF 2018 BUDGET & BUDGET RECOMMENDATIONS BY STANDING COMMITTEES:

a) Report of Administration Committee of October 4, 2017 (budget items).

1. COUNTY TREASURER – Review of 2018 Department Budget. To approve.
2. CHILD SUPPORT – Review of 2018 Department Budget. To approve.
3. COUNTY CLERK – Review of 2018 Department Budget. To approve.
4. CORPORATION COUNSEL – Review of 2018 Department Budget. To approve.
5. TECHNOLOGY SERVICES – Review of 2018 Department Budget. To approve.
 - a. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Technology Services Department Table of Organization. To approve. See Resolutions, Ordinances.
6. HUMAN RESOURCES – Review of 2018 Department Budget. To approve.
7. DEPT. OF ADMINISTRATION – Review of 2018 Department Budget.
 - i. To remove the 1.00 FTE LTE Public Information Officer.
 - ii. To approve.
 - iii. To transfer \$190,139 in wages and benefits for Payroll staff from Human Resources to Administration; Transfer \$2,000 in related revenue from Human Resources to Administration; Increase wages and benefits in Administration by \$10,222 and refer a resolution to the Executive Committee to change the table of organization.
 - a. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization. To approve. See Resolutions, Ordinances.
8. Ordinance Amending Subsection 4.57(1) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances Entitled "Overtime and Compensatory Time." To approve. See Resolutions, Ordinances.
9. Resolution re: Updates to Existing Employee Compensation during the 2018 Budget Process. To approve. See Resolutions, Ordinances.
10. Resolution Approving Changes to Employee Benefits during the 2018 Budget Process. To approve. See Resolutions, Ordinances.
11. Discussion of possible resolution re: County Board of Supervisor's Salaries. To keep the salaries the same.
12. Capital Projects. To approve.
13. Debt Service. To approve.
14. Taxes, Special Revenues, Certain Internal Service & Fiduciary Funds. To approve.

b) Report of Education & Recreation Committee of October 17, 2017 (budget items).

1. MUSEUM - Review of 2018 Department Budget.
 - i. To add \$20,000 to advertising and public notices.
 - ii. To adopt the Museum budget as amended.
2. GOLF COURSE - Review of 2018 Department Budget. To approve the Golf Course budget.
3. LIBRARY - Review of 2018 Department Budget. To adopt the Library budget for 2018.
4. ZOO AND PARK DEPARTMENT - Review of 2018 Department Budget.
 - i. To adopt the Zoo budget.
 - ii. To allow Purple Heart recipients to receive a free boat landing annual pass effective January 1, 2018; Pg. 375 Rates and Fees – Under Boat Launching insert Purple Heart Recipient Boat Landing Pass - Fee \$0; With a potential reduction of revenue in the Fund 121 – Boat Landing Charges and Fees Annual of \$360.
 - iii. To adopt the Park Department budget as amended.
 - a. Resolution Approving a Change in Position during the 2018 Budget Process in the Zoo and Parks Department – Parks Table of Organization. To approve. See Resolutions, Ordinances.
 - b. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Zoo and Parks Department – Zoo Table of Organization. To approve. See Resolutions,

Ordinances.

c) Report of Executive Committee of October 23, 2017 (budget items).

1. Review Minutes of:
 - a. Benefits Advisory Committee (September 20, 2017). Receive and place on file.
2. COUNTY EXECUTIVE – Review of 2018 Department Budget. To approve the Executive budget as presented.
3. BOARD OF SUPERVISORS - Review of 2018 Department Budget. To approve the Board of Supervisor's budget as amended.
4. Capital Projects. To approve the Capital Projects budget as presented.
5. Debt Service. To approve the Debt Service as presented.
6. Special Taxes and Revenue. To approve the Special Taxes and Revenue as presented.
7. Resolution Regarding Updates to Existing Employee Compensation during the 2018 Budget Process. To approve. See Resolutions, Ordinances.
8. Resolution Approving Changes to Employee Benefits during the 2018 Budget Process. To approve. See Resolutions, Ordinances.
9. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Technology Services Department Table of Organization - Enterprise Cyber Security Technician. To approve. See Resolutions, Ordinances.
10. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Organizational Development Coordinator. To approve. See Resolutions, Ordinances.
11. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Public Information Officer. To approve. See Resolutions, Ordinances.
12. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Payroll Specialists and HRIS Analyst. *This item was struck from the Agenda.*
13. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Administration Department “Department”. To approve. See Resolutions, Ordinances.
14. Resolution Approving a Change in Position during the 2018 Budget Process in the Zoo and Parks Department – Parks Table of Organization. To approve. See Resolutions, Ordinances.
15. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Zoo and Parks Department – Zoo Table of Organization. To approve. See Resolutions, Ordinances.
16. Resolution Approving a Change in Position during the 2018 Budget Process in the Executive's Office Table of Organization. To approve. See Resolutions, Ordinances.
17. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization – Behavioral Health Supervisor – Crisis Coordinator. To approve. See Resolutions, Ordinances.
18. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization – Social Worker/Case Managers and Social Worker Supervisor. To approve. See Resolutions, Ordinances.
19. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Services Table of Organization – Clerk II. To approve. See Resolutions, Ordinances.
20. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Services Table of Organization – Clerk II. To approve. See Resolutions, Ordinances.
21. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Public Health Table of Organization. To approve. See Resolutions, Ordinances.
22. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Port & Resource Recovery Department Table of Organization. To approve. See Resolutions, Ordinances.
23. Resolution Regarding Reclassification of a Journeyman Electrician Position in the Public Works – Facilities Table of Organization. To approve. See Resolutions, Ordinances.

24. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Facilities Management Table of Organization. To approve. See Resolutions, Ordinances.
25. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Highway Table of Organization. To approve. See Resolutions, Ordinances.
26. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the UW Extension Table of Organization. To approve. See Resolutions, Ordinances.
27. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the District Attorney Office Table of Organization. To approve; motion failed 1 to 6. See Resolutions, Ordinances.
28. Discussion and possible action re: New position descriptions and organizational changes for Board staff. For Corporation Counsel to draft a resolution to reflect wages and benefits be increased by \$8,155 for the two Brown County Board Office administrative positions. See Resolutions, Ordinances.
29. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Planning & Land Services Department. To approve. See Resolutions, Ordinances.

d) Report of Human Services Committee of October 10, 2017 (budget items).

1. AGING & DISABILITY RESOURCE CENTER - Review of 2018 Department Budget. To approve.
2. VETERANS' SERVICES - Review of 2018 Department Budget. To approve.
3. HEALTH & HUMAN SERVICES - Review of 2018 Department Budget.
 - i. Motion at Human Services: To amend state grant aid IMMA federal share by \$22,428, increase revenue of state grant and aid fraud prevention of \$22,427 for a total of \$44,855 and increase expenses of regular earnings of \$20,016 and increase expenses of fringe benefits of \$16,839; To move a Clerk II position in the table of organization from CTC to Community Programs at a cost of \$41,040; To strike the dollar amount from the prior motion addressing the TO change from CTC to community services.
 - a. Resolution Approving New or Deleted Position during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization. To approve.
 - b. Resolution Approving New or Deleted Position during the 2018 Budget Process in the Health & Human Services Department – Public Health Table of Organization. To approve.
 - c. Resolution Approving New or Deleted Position during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization. To approve.
4. SYBLE HOPP SCHOOL/CHILDREN WITH DISABILITIES EDUCATION BOARD - Review of 2018 Department Budget. To approve.

e) Report of Planning, Development & Transportation Committee of October 17, 2016 (budget items).

1. REGISTER OF DEEDS - Review of 2018 department budget. To approve the Register of Deeds budget as presented and pass it on to the full County Board.
2. PLANNING & LAND SERVICES (Land Information, Planning Commission, Property Listing & Zoning) - Review of 2018 department budgets.
 - i. To refer to staff and bring back a recommendation at the November County Board meeting.
 - ii. To approve and move the Planning and Land Services budget to full County Board.
3. PORT & RESOURCE RECOVERY - Review of 2018 department budget. To approve and move the Port and Resource Recovery budget to the full County Board.
 - a. Resolution Approving a Change in Position during the 2018 Budget Process in the Port and Resource Recovery Department Table of Organization. To approve. See Resolutions, Ordinances.
4. AIRPORT - Review of 2018 department budget. To approve and move the Airport budget to the full County Board.
5. U.W. EXTENSION - Review of 2018 department budget.

- i. To increase donations by \$3,000 (from NEW Leaf) and salary and fringes by \$3,000 and have staff draft a T.O. resolution to hire a LTE Garden Blitz Coordinator and forward to the Executive Committee to make a technical change by deleting the LTE Grounds Supervisor and add a LTE Master Gardener Volunteer Coordinator.
 - ii. To approve the UW-Extension budget as amended and move to the full County Board.
- 6. PUBLIC WORKS (Highway, County Roads & Bridges, Facility Management)
 - Review of 2018 department budget.
 - i. To approve and move the Public Works budget to the full County Board.
 - ii. To move Journeyman Electrician to a Master Electrician by increasing salaries by \$9,964 and fringe by \$1,526 for a total of \$11,490.
 - a. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Facilities Management Table of Organization. To approve. See Resolutions, Ordinances.
 - b. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Highway Table of Organization. To approve. See Resolutions, Ordinances.

ei) Report of Land Conservation Subcommittee of October 16, 2017 (budget items).

- 1. LAND & WATER CONSERVATION – Review of 2018 department budget.
 - i. To propose the following budgetary amendment: Due to an overall net increase in state funding through the DATCP SWRM program, the Land & Water Conservation Department would like to replace an existing vehicle with a new 1 ton pickup truck. This vehicle is needed due to heavy equipment hauling needs in the Lower Fox Demonstration Farm Project, Upper East and the Plum-Kankapot Creeks Project. Increase State Grant Revenue by \$22,394, Decrease Land Owners Payment by \$3,500 and Increase Outlay Other \$5,000+ by \$25,894.
 - ii. To adopt the budget as amended and pass it on to full County Board.

f) Report of Public Safety Committee of October 4, 2017 (budget items).

- 1. DISTRICT ATTORNEY - Review of 2018 department budget.
 - i. To suspend the rules and take Item 18 together with this item.
 - ii. To add 3 ADA, one clerk typist and one legal assistant at a cost of \$332,307.42 which includes equipment and chargebacks with half coming from the levy and the other half coming from the Sheriff's Department boarding of prisoners and transportation and that these positions be reviewed in the 2019 budget and that staff draft a resolution for the next Executive Committing meeting. Carried 4 to 1.
 - iii. To approve the District Attorneys' budget as amended.
- 2. PUBLIC SAFETY COMMUNICATIONS - Review of 2018 department budget.
 - i. To replace the words *Succession Plan* with *Cross Training Plan* under the Emergency Management Initiatives on Page 98 of the Budget Book
 - ii. To approve the Public Safety Communications budget.
- 3. MEDICAL EXAMINER - Review of 2018 department budget. To approve the Medical Examiner's budget.
- 4. SHERIFF - Review of 2018 department budget.
 - i. To add \$60,000 to Sheriff's overtime budget to compensate for increased overtime in handling more criminal cases in the courthouse and have the Sheriff bring specific numbers back for adjustment.
 - ii. To approve the Sheriff's Department budget as amended.
- 5. COURT SYSTEM - Review of 2018 department budget.
 - i. To increase the juror daily fee line by \$30,000 and increase the levy by \$30,000.
 - ii. To approve the Court System budget as amended.

13. RESOLUTIONS & ORDINANCES:

Administration and Executive Committee

- a. **Resolution Regarding Updates to Existing Employee Compensation during the 2018 Budget Process.** Motion at Admin and Exec: To approve.
- b. **Resolution Approving Changes to Employee Benefits during the 2018 Budget Process.** Motion at Admin and Exec: To approve.
- c. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Technology Services Department Table of Organization - Enterprise Cyber Security Technician.** Motion at Admin and Exec: To approve.
- d. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Organizational Development Coordinator.** Motion at Admin and Exec: To approve.
- e. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Public Information Officer.** Motion at Admin: To remove the 1.00 FTE LTE Public Information Officer; Motion at Exec: To approve.
- f. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Payroll Specialists and HRIS Analyst.** Item was struck from both the Admin and Exec Cmte agendas.
- g. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Administration Department “Department”.** Motion at Admin and Exec: To approve.

Education & Recreation Committee and Executive Committee

- h. **Resolution Approving a Change in Position during the 2018 Budget Process in the Zoo and Parks Department – Parks Table of Organization.** Motion at Ed & Rec and Exec: To approve.
- i. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Zoo and Parks Department – Zoo Table of Organization.** Motion at Ed & Rec and Exec: To approve.

Executive Committee

- j. **Resolution Approving a Change in Position during the 2018 Budget Process in the Executive’s Office Table of Organization.** Motion at Exec: To approve.

Human Services Committee and Executive Committee

- k. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization – Behavioral Health Supervisor – Crisis Coordinator.** Motion at Human Services and Exec: To approve.
- l. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization – Social Worker/Case Managers and Social Worker Supervisor.** Motion at Human Services and Exec: To approve.
- m. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Services Table of Organization – Clerk II.** Motion at Human Services and Exec: To approve.
- n. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Services Table of Organization – Clerk II.** Motion at Human Services: To amend state grant aid IMMA federal share by \$22,428, increase revenue of state grant and aid fraud prevention of \$22,427 for a total of \$44,855 and increase expenses of regular earnings of \$20,016 and increase expenses of fringe benefits of \$16,839; To move a Clerk II position in the table of organization from CTC to Community Programs at a cost of \$41,040; To strike the dollar amount from the prior motion addressing the TO change from CTC to community services; Motion at Exec: To approve.
- o. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Public Health Table of Organization.** Motion at Human Services and Exec: To approve.

Planning, Development & Transportation Committee and Executive Committee

- p. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Planning & Land Services Department.** Motion at PD&T and Exec: To approve.
- q. **Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Port & Resource Recovery Department Table of Organization.** Motion at PD&T and Exec: To approve.

- r. Resolution Regarding Reclassification of a Journeyman Electrician Position in the Public Works – Facilities Table of Organization. Motion at PD&T and Exec: To approve.
- s. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Facilities Management Table of Organization. Motion at PD&T and Exec: To approve.
- t. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Highway Table of Organization. Motion at PD&T and Exec: To approve.
- u. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the UW Extension Table of Organization. Motion at PD&T: To increase donations by \$3,000 (from NEW Leaf) and salary and fringes by \$3,000 and have staff draft a T.O. resolution to hire a LTE Garden Blitz Coordinator and forward to the Executive Committee to make a technical change by deleting the LTE Grounds Supervisor and add a LTE Master Gardener Volunteer Coordinator; Motion at Exec: To approve.

Public Safety Committee and Executive Committee

- v. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the District Attorney Office Table of Organization. Motion at Public Safety: To add 3 ADA, one clerk typist and one legal assistant at a cost of \$332,307.42 which includes equipment and chargebacks with half coming from the levy and the other half coming from the Sheriff's Department boarding of prisoners and transportation and that these positions be reviewed in the 2019 budget and that staff draft a resolution for the next Executive Committing meeting; Motion at Exec: To approve - Failed 1 to 6.

Committee of the Whole:

- w. An Ordinance Amending Subsection 4.57(1) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances Entitled, "Overtime and Compensatory Time." Motion at Admin: To approve.
- x. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Board of Supervisors Table of Organization. Motion at Exec: To approve.
- y. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Sheriff's Office Table of Organization. Resolution to be distributed prior to the Nov 1st meeting.
- z. Resolution Regarding Reclassification of a Community Treatment Program Worker Position in the Human Services – Community Services Table of Organization.

- 14. **Final Budget Vote and Resolution setting the 2018 Property Tax Levy.**
- 15. **Such other matter as authorized by law.**
- 16. **Closing Roll Call.**
- 17. **Adjournment to WEDNESDAY, DECEMBER 13, 2017 at 6:00 P.M., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.**

Submitted by:



Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

COUNTY CLERK

BROWN

305 E. WALNUT STREET, ROOM 120
P.O. BOX 23600
GREEN BAY, WI 54305-3600

SANDRA L. JUNO
COUNTY CLERK

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Proceedings of the Brown County Board of Supervisors October 18, 2017.

Pursuant to Section 19.84 and 59.14, Wis. Stats., and Wis. Stat. 65.90, notice is hereby given to the public that the Regular meeting of the Brown County Board of Supervisors was held in the Legislative Room 203, 100 N Jefferson St., Green Bay WI.

Chairman Moynihan called the meeting to order at 7p.m. Following, an invocation was given and reciting of the Pledge of Allegiance by the Board.

Chairman Moynihan took a moment to acknowledge the passing of colleague and former Brown County Supervisor, Harold Kaye. Chairman Moynihan also offered the County Board's condolences to Supervisor De Wane in the passing of his Father, Gordon De Wane.

Roll call was taken. 26 Supervisors were present: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker.

1. Motion to adopt the agenda as amended was approved. Chairman Moynihan amended the agenda by referring No. 10h (Resolution Granting Purple Heart Recipients Free Boat Launch Passes at Boat Launches Operated by Brown County) and No. 10m (Resolution Authorizing the Purchase and Sale of Real Estate) back to their respective committees; by striking the last page of No. 10i (Resolution Providing Continuing Authorization and Directive to Enter Into a Memorandum of Understanding Regarding Winter Maintenance on the Fox River Trail); by moving No. 10k (Resolution Authorizing the Issuance and Sale of \$20,425,000 General Obligation Refunding Bonds, Series 2017B) after No. 1; and by moving No. 10b (Resolution to Create a Nonpartisan Procedure For the Preparation of Legislative and Congressional Redistricting Plans) and No. 10g (An Ordinance Amending Sections 4.25 to 4.40 of Chapter 4 of the Brown County Code of Ordinances, and Creating Sections 4.401 and 4.405) after No. 10n (Resolution Providing One-Time Supplemental Compensation to: 1) Employees in the IBEW Local 158 Bargaining Unit; and 2) Employees in the Brown County Human Services Professional Employees Association).

(No. 10k taken out of order at this time.)

Special Executive Comm

10k. Motion to approve Resolution Authorizing the Issuance and Sale of \$20,425,000 General Obligation Refunding Bonds, Series 2017B was approved.

2. Ten people addressed the Board during comments from the public.

3. Motion to approve the minutes of the September 20, 2017 meeting was approved.

4. Supervisor De Wane addressed the Board under Announcements of Supervisors.

5. Communications.

5a. Late Communications.

5b. From Supervisor Becker re: In speaking with both parties involved, for Brown County to continue working with the City of Green Bay for the recording of Board meetings. County staff will then send video of our meeting to a transcription service of our choice to add ADA compliant closed-captioning. County will then upload video for public use in a timely manner. In addition, for Administration Committee to research recording and ADA compliant closed-captioning of all committee meetings. This would require all committees to meet in Brown County committee meeting room. Referred to Administration Comm.

5c. From Vice Chair Lund re: Forming an ad hoc committee, the Brown County website, to strategically determine what is needed to provide the best product for county residents. Referred to Administration Comm.
5d. From Supervisor Linssen: Draft ordinance to create methodology for crafting procedurally generated voting districts without human interference. Referred to Planning, Development & Transportation Comm.
5e. From Supervisor Landwehr: Request a speed study to consider lower Cty J limit to 35 MPH from RK to B.C. Golf Course. Referred to Planning, Development & Transportation Comm.

6. No appointments by County Executive.

7a. Report was given by County Executive Streckenbach.

7b. Report was given by County Board Chairman Moynihan.

8. Other Reports - none.

9a. Motion to adopt Report of Administration Comm of October 4, 2017 was approved.

9b. Motion to adopt Report of Education & Recreation Comm of September 28, 2017 was approved.

9bi. Motion to adopt Report of Special Education & Recreation Comm of October 18, 2017 was approved.

9c. Motion to adopt Report of Executive Comm of October 9, 2017 was approved.

9ci. Motion to adopt Report of Special Executive Comm of October 18, 2017 was approved.

9d. Motion to adopt Report of Human Services Comm of September 27, 2017 was approved.

9e. Motion to adopt Report of Planning, Development and Transportation Comm of September 25, 2017 was approved.

9ei. Motion to adopt Report of Land Conservation Subcommittee of September 25, 2017 was approved.

9f. Motion to adopt Report of Public Safety Comm of October 4, 2017 was approved.

10. Resolutions, Ordinances.

Budget Adjustments Requiring Board Approval

10a. Motion to approve Resolution Approving Budget Adjustments to Various Department Budgets was approved as follows:

- | | |
|------------------------|---|
| 17-66 UW-
Extension | UW Extension received a \$5,000 donation from Alice in Dairyland to promote Agriculture Education. \$2,219 will be used in 2017 for purchasing video equipment and videography supplies. The balance of \$2,781 will be used for Ag Education in 2018.
Amount: \$2,219 |
| 17-69
HHS | Budget adjustment is made following a recommendation by the ad hoc Mental Health Treatment Committee based on underutilization of specific services. Changes will address outreach efforts, expected utilization in the last quarter of the year, and additional purchased services. The changes in these funding levels offset each other, and there are no additional funds needed.
Amount: \$340,000 |
| 17-71
UW EXT | UW Extension received a donation from Cellcom Green Gift of \$1,000 for installing water access at Church Road Garden.
Amount: \$1,000 |

(10b was taken out of order after 10n.)

10c. Motion to approve Resolution Authorizing Memorandum of Understanding Regarding WISVote Services was approved.

10d. Ordinance Amending Subsection 4.571) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances Entitled "Overtime and Compensatory Time" was received and placed on file (will be taken up at annual budget meeting on Nov. 1, 2017.)

10e. Ordinance to Amend Section 2.06 of Chapter 2 of the Brown County Code of Ordinances Entitled "Administration Committee" was referred back to Administration Comm.

Administration & Executive Comm

10f. Motion to approve Resolution to Engage American Fidelity as the Brown County Section 125 (Flexible Spending Account) Benefits Administrator was approved.

(10g taken out of order after 10n and 10b.)

Education & Recreation Comm

10h. Resolution Enabling all Purple Heart Recipients to Receive Free Boat Landing Passes in Brown County was referred back to Education & Recreation Comm. (Will be taken up at annual budget meeting on Nov. 1, 2018.)

10i. Motion to approve Resolution Providing Continuing Authorization and Directive to Enter into a Memorandum of Understanding Regarding Winter Maintenance on the Fox River State Trail was approved.

Executive Comm

10j. Motion to approve Ordinance Amending Subsection 2.13(4)(h) of Chapter 2 of the Brown County Code of Ordinances was approved as amended.

(10k was taken out of order above.)

Executive and Human Services Comm

10l. Motion to approve Resolution re: Reclassification of a Community Treatment Program Worker Position in the Human Services – Community Treatment Center Table of Organization was approved.

Executive and Planning, Development & Transportation Comm

10m. Resolution Authorizing the Purchase and Sale of Real Estate was referred back to Executive Comm.

Human Services and Planning, Development & Transportation Comm

10n. Motion to approve Resolution Providing One-Time Supplemental Compensation to: 1) Employees in the IBEW Local 158 Bargaining Unit; and 2) Employees in the Brown County Human Services Professional Employee Association was approved.

(10b was taken out of order at this time.)

Administration Comm

10b. Motion to approve Resolution to Create a Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans was approved.

(10g was taken out of order at this time.)

Administration and Executive Comm

10g. Motion to approve Ordinance Amending Sections 4.25 to 4.40 of Chapter 4 of the Brown County Code of Ordinances, and Creating Sections 4.401 and 4.405 was approved as amended. (Sections 4.25, 4.315 and 4.40(2) were referred back to Executive Comm.)

Land Conservation Subcommittee

10o. Motion to approve Ordinance Amending Subsection 26.11(4) of Chapter 26 of the Brown County Code of Ordinances was approved as amended.

11. Such other matters as authorized by law.

11a. From Supervisor Zima: I am requesting that the Brown County Board consider naming the new addition to the Southwest Branch Library in honor of the late Harold Kaye, who dedicated much of his time to bettering and preserving the Southwest Branch Library. Referred to Education & Recreation Comm.

12. Motion to adopt payment of the Bills over \$5,000 for the Period Ending September 30, 2017 was approved.

13. Closing Roll Call was taken. Twenty-six Supervisors were still present.

14. At 11:30p.m., a motion to adjourn to November 1, 2017 at 9:00a.m., Legislative Room 203, 100 N Jefferson St., Green Bay WI, was approved.

Certification, State of WI, County of Brown: I, Sandra L. Juno, do hereby certify that these are the summarized version of the minutes of the meeting of the Brown County Board of Supervisors held on October 18, 2017. These minutes, in their entirety, are available in the County Clerk's Office and on the County Webpage at www.co.brown.wi.us

/s/ Sandra L. Juno, Brown County Clerk.

Giannunzio, Therese G.

From: Dave Kaster <djlmk2@gmail.com>
Sent: Sunday, October 22, 2017 9:41 PM
To: Giannunzio, Therese G.
Subject: Communication..county board agenda item

I am requesting a vote by the county board of supervisors at the beginning of the Nov. 1st budget meeting with regards to moving the Dec. 20th regularly scheduled meeting to Dec. 13th.

I am against moving the meeting date to Dec. 13th as I have a conflict that cannot be changed and will not be able to attend the the meeting if moved to that date.

I ask that this be placed on the Nov 1st agenda for a vote.

Respectfully

David Kaster Dist 16

Loehlein, Alicia A.

From: lundtree4@netzero.net
Sent: Thursday, October 26, 2017 3:03 PM
To: Loehlein, Alicia A.

Alicia:

I would like the following communication to be placed on our agenda for the budget meeting on November 1. I would like to put in \$200,000 in the budget to explore adding additional DA's and staff after a study of the issue with the Sheriff Gossage, District Attorney Lasee and the Public Safety Committee.

Thanks

Tom Lund

How To Remove Eye Bags & Lip Lines Fast (Watch)

Fit MOm Daily

<http://thirdpartyoffers.netzero.net/TGL3232/59f23f998e2ac3f991688st02duc>

Sponsored Links 

EXECUTIVE



305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

Troy Streckenbach

PHONE (920) 448-4001 FAX (920) 448-4003

BROWN COUNTY EXECUTIVE

October 23, 2017

Chairman and Members of the Brown County Board of Supervisors:

I respectfully submit for your confirmation on November 1, 2017, to the following:

Solid Waste Management Board

The reappointment for Hallet Harris to a three (3) year term, expiring November 30, 2020.

The reappointment for Ryan Holzem to a three (3) year term, expiring November 30, 2020.

The reappointment for William Seleen to a three (3) year term, expiring November 30, 2020.

Nicolet Federated Library Board

The appointment of Tony Yaggie to a three (3) year term, expiring December 31, 2020.

NEW Water Board

The reappointment of Lee Hoffmann to a five (5) year term, expiring December 31, 2022.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Troy Streckenbach".
Troy Streckenbach
Brown County Executive

6 a-c

EXECUTIVE

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

PHONE (920) 448-4001 FAX (920) 448-4003



Troy Streckenbach

BROWN COUNTY EXECUTIVE

Brown County Executive Appointment Information Sheet

Anthony (Tony) Yaggie

Committee: Nicolet Federated Library Board

Date Appointed:

Term Expires:

Address: 2160 Grey Wolf CT
Suamico WI 54313

Preferred Mailing: 2160 Grey Wolf CT, Suamico, WI 54313

Phone: 920-901-2020

Current Employer: All Sports Marketing USA

Current Position: President

Employment History: Senior Manager, United States Postal Service

Education Background: BS Degree, Silver Lake College

Community Service: Howard-Suamico Optimist Club
Planning & Zoning Commission, Village of Suamico

Professional Trade Aff:

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING UPDATES TO EXISTING EMPLOYEE
COMPENSATION DURING THE 2018 BUDGET PROCESS**

WHEREAS, the Brown County Executive submits a proposed budget to the Brown County Board of Supervisors for their consideration each year; and

WHEREAS, it is desired that the County Board approve of the below changes to Brown County employee compensation/wages contained in said 2018 proposed budget, and approve of the other below requests:

1. Request that general municipal employees (excluding collective bargaining employees, and excluding employees classified as emergency help, limited term, occasional part-time, and elected officials) will receive a 1.84% base wage salary increase as of January 1, 2018 as long as a rating of “satisfactory” or better is received on said employees’ 2017 annual performance evaluations, and new hires that are not in newly created positions, may receive the 1.84% within their offer letter after 6 months and a satisfactory performance review, and newly created positions that have not been budgeted for the 1.84% increase or the 2% set aside do not qualify for the increase; and
2. Request that 2% of levy supported base wages for eligible employees (excluding protective service collective bargaining employees, and excluding employees classified as emergency help, limited term, occasional part-time, and elected officials) will be set aside in the 2018 budget for wage adjustments to address classification and compensation plan updates and the Human Resources Department will develop and implement a new classification and compensation structure based on the following process: A) The Human

13a

Resources Department will work with each department head to identify position descriptions that adequately represent the positions within said department; B) Once the department has agreed to the appropriate position description, the information will be used to determine market data; C) After establishing the market data, a new salary structure will be developed and implemented using the PayScale Software; and D) After implementation of the revised pay structure, the Human Resources Department will work in conjunction with each department head to address compensation issues including compression, internal equity, and pay equity to market data, utilizing a portion of the 2% wage set aside to address these issues; and

3. Request that the County will follow State and Federal guidelines for overtime compensation, and the Human Resources Department will work with departments to determine more equitable provisions for 'specialty pay' based on the needs of the department and staffing. This change is a result of the 2016 language change of Chapter 4 of the Brown County Ordinances, specifically, to subsection 4.57(1), which has had the following adverse effects: A) Created perceived disparity between employee groups; B) Significantly exceeded the projected fiscal impact; and C) Implementation and administration of this provision has proven difficult for both management and payroll. A portion of the funds from the 2% set aside shall be used to fund this initiative.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors hereby approves of the above-mentioned requests, and hereby authorizes and directs that county administration take all necessary steps to carry out and effectuate the above-mentioned requests.

Fiscal Note: This resolution does not require an appropriation from the General Fund; these changes are included in the 2018 Budget.

Respectfully submitted,

Administration Committee,
Executive Committee

13a

Loehlein, Alicia A.

From: Lenzen, Kay M.
Sent: Tuesday, October 24, 2017 3:51 PM
To: Loehlein, Alicia A.
Subject: Resolution Regarding Compensation Adjustment - Corrected typo
Attachments: dph - FINAL - 2018 Budget Compensation Adjustment Final FINAL Draft 9 26 17 Revised 10 23 17.docx

Hi Alicia,

Kathryn had distributed a revised version of this resolution at Executive Committee last night. We corrected a typo on it and attached is the updated version for the County Board agenda. Let me know if you have any questions.

Thank you!

Kay Lenzen

Administrative Coordinator | Brown County Human Resources

PO Box 23600 | 305 E. Walnut St., Room 620 | Green Bay WI 54305-3600 | 920.448.6290 | lenzen_km@co.brown.wi.us

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TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING CHANGES TO EMPLOYEE BENEFITS
DURING THE 2018 BUDGET PROCESS**

WHEREAS, the Brown County Executive submits a proposed budget to the Brown County Board of Supervisors for their consideration each year; and,

WHEREAS, it is desirable to have the Brown County Board of Supervisors approve of and authorize changes to Brown County employee benefits as specified below.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors hereby approves of and authorizes the following changes to employee benefits, effective January 1, 2018:

1. Employee premium contributions will be based on a 12% weighted average per the chart below for all covered employees and the County will pay the remaining 88% based on the weighted average; and

Personal Health Assessment (PHA) Tier Level and Points	Percent Paid of Total Cost by Employee	Coverage	Amount per Month
Non –Participant	25%	Single / Family	\$145.48/\$387.10
Tobacco User	20%	Single / Family	\$116.38/309.68
Standard (60 Points and below)	13%	Single / Family	\$75.66/\$201.28
Bronze 61 – 70 Points	12%	Single / Family	\$69.84/\$185.80
Silver 71 – 85 Points	11.5%	Single / Family	\$66.92/\$178.06
Gold 86 – 100 Points	11%	Single / Family	\$64.02/\$170.32

2. Employees wishing to improve their PHA Score have the option to participate in the health contingency wellness program, requiring employees to retest to validate the change in their

points and potential premium level. Improvements will be retroactive to the beginning of the year for the employee premium; and,

3. Wellness Contributions will continue to be funded at 0.00%; and County Wellness Activities will not be funded; and
4. The funds included in the 2018 Health and Dental Fund as “Wellness-Other” are designated for continuation of the FastCare Clinic contract or other similar contract; and
5. Monthly dental premiums will be as follows for employees; and

Provider/Plan	Single	Family
Delta Dental	\$3.06	\$8.60
Care Plus/Dental Associates	\$2.68	\$8.05

~~6. Employees who terminate employment or retire from Brown County who have an HRA balance will have 90 days to submit claims for services received prior to their termination date. After 90 days, unused balances will return to the county's General Health and Dental Fund; and~~

~~7.6~~ Once an employee's HRA account is at \$100 or less, the employee will have 90 days to submit claims for reimbursement. After 90 days, unused balances will return to the county's General Health and Dental Fund; and

~~8.7~~ Contributions to the employees Wisconsin Retirement System will be in accordance with the rates established by the Department of Employee Trust Funds as follows; and

Employee Group	Employee Required	Employer Required	Duty Disability	Total
General	6.70	6.70	0.00	13.40
Elected	6.70	6.70	0.00	13.40
Protective	6.70	10.70	0.46	17.86

9.8. Retiree health insurance premiums will be increased to cover the projected loss for the retiree cost pool for the calendar year 2017 and shall be adjusted accordingly to capture actual costs; and

BE IT FURTHER RESOLVED, that county administration is hereby authorized and directed to take any and all necessary steps to effectuate the changes to employee benefits as specified above in this Resolution.

Fiscal Note: This resolution does not require an appropriation from the General Fund; these changes are included in the 2018 Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE,
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE TECHNOLOGY SERVICES DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Technology Services Department ("Department") during the 2018 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to add 1.00 FTE Enterprise Cyber Security Technician position ("Position") to maintain cyber security for county services including over 200 critical applications and systems; and,

WHEREAS, various regulatory requirements have increased resulting in the increased need for specialized expertise in cyber security and more time for hands on remediation of identified problems. The addition of security tools will require more time to manage, maintain, review and remedy identified problems reducing the risk of a security breach; and,

WHEREAS, the Human Resources Department has reviewed the duties and requirements of the Position and recommends the Position be placed in Pay Grade 5 in the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Technology Services Department table of organization be changed by adding 1.00 FTE Enterprise Cyber Security Technician position in Pay Grade 5 in the Classification and Compensation Plan; requested through the 2018 budget process to be effective January 1, 2018.

13c

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Enterprise Cyber Security Technician, PG 5	1.00	Addition	\$84,282	\$25,917	110,199
Total 2018 Budget Impact - Technology Services Department					\$110,199

***Budget Impact:** The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office



KATHRYN ROELLICH

HUMAN RESOURCES DIRECTOR

DATE: September 19, 2017
REQUEST TO: Administration Committee; and Executive Committee
MEETING DATE: October 4, 2017; and October 24, 2017
REQUEST FROM: Kathryn Roellich
 Human Resources Director

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Technology Services Table of Organization

A New Position or Position Deletion Request was submitted by the Technology Services Department during the 2018 budget process.

Make the following changes to the Technology Services Department table of organization:

- Add 1.00 FTE Enterprise Cyber Security Technician position in Pay Grade 5 in the Classification and Compensation Plan

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? \$110,199
- b. If part of a bigger project, what is the total amount of the project? \$
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
1. If yes, in which account? _____
2. If no, how will the impact be funded? _____

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE ADMINISTRATION DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Administration Department ("Department") during the 2018 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and,

WHEREAS, the County is approaching its state mandated levy limit and there is a need to thoroughly analyze departments and county services to determine what can be eliminated or reorganized to meet budgetary constraints; and,

WHEREAS, the Department has requested to add 1.00 FTE Organizational Development Coordinator position ("Position") to diagnose and resolve potential organizational deficiencies within County departments to find cost savings; and,

WHEREAS, the Human Resources Department has reviewed the duties and requirements of the Position and recommends the Position be placed in Pay Grade 7 in the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Administration Department table of organization be changed by adding 1.00 FTE Organizational Development Coordinator position in Pay Grade 7 in the Classification and Compensation Plan; requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Organizational Development Coordinator, PG 7	1.00	Addition	\$73,164	\$24,124	\$97,288
Total 2018 Budget Impact - Department of Administration					\$97,288

***Budget Impact:** The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office



KATHRYN ROELICH

HUMAN RESOURCES DIRECTOR

DATE: September 25, 2017
REQUEST TO: Administration Committee; and Executive Committee
MEETING DATE: October 4, 2017; and October 24, 2017
REQUEST FROM: Kathryn Roellich
 Human Resources Director

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Administration Department Table of Organization

A New Position or Position Deletion Request was submitted by the Administration Department during the 2018 budget process.

- Add 1.00 FTE Organizational Development Coordinator position in Pay Grade 7 in the Classification and Compensation Plan

1. Is there a fiscal impact? ☒ Yes ☐ No

a. If yes, what is the amount of the impact? \$97,288

b. If part of a bigger project, what is the total amount of the project? \$ _____

c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.

1. If yes, in which account? _____

2. If no, how will the impact be funded? _____

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2018 BUDGET PROCESS
IN THE ADMINISTRATION DEPARTMENT TABLE OF ORGANIZATION

WHEREAS, the non-profit entity NewEYE, Inc. is no longer providing services to Brown County due to the lack of support from local governmental entities that previously funded and utilized NewEYE, Inc. for recording governmental meetings in order to promote transparency; and

WHEREAS, due to NewEYE, Inc. no longer providing services to the County, the current position of 1.00 FTE LTE - Public Information Officer is no longer necessary in, and should be removed from, the Administration Department table of organization.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Administration Department table of organization be changed by deleting the 1.00 FTE LTE - Public Information Officer position, through the 2018 budget process, to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE - Public Information Officer	1.00	Deletion	\$41,656	\$6,682	\$48,338
Total 2018 Budget Impact - Administration Department					\$48,338

Fiscal Note: This resolution is not currently reflected in the 2018 budget. The change is budget neutral, as it reduces employee expenses and intergovernmental revenue.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

13c

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNski	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING
THE 2018 BUDGET PROCESS IN THE ADMINISTRATION DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was proposed by Supervisor Schadewald during the 2018 budget process; and

WHEREAS, a motion was made at the Administration Committee meeting on October 4, 2017 to remove 2.00 FTE Payroll Specialists and a 1.00 FTE HRIS Analyst from the Human Resources table of organization and add said positions to the Administration table of organization and included an increase in the Director of Finance's earnings for the 2018 budget; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Administration Department table of organization be changed by adding 2.00 FTE Payroll Specialist, adding a 1.00 HRIS Analyst, and increasing the Director of Finance's earning as requested through the 2018 budget process.

Budget Impact - Human Resources:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Payroll Specialist	1.00	Deletion	(\$44,266)	(\$13,931)	(\$58,197)
Payroll Specialist	1.00	Deletion	(\$42,580)	(\$22,742)	(\$65,322)
HRIS Analyst	1.00	Deletion	(\$56,413)	(\$10,207)	(\$66,620)
Miscellaneous revenue		Deletion			\$2,000
Total 2018 Budget Impact – Human Resources Department					(\$188,139)

13f

Budget Impact - Administration:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Payroll Specialist	1.00	Addition	\$44,266	\$13,931	\$58,197
Payroll Specialist	1.00	Addition	\$42,580	\$22,742	\$65,322
HRIS Analyst	1.00	Addition	\$56,413	\$10,207	\$66,620
Director of Finance	(1.00)	Deletion	(\$96,061)	(\$31,230)	(\$127,291)
Director of Finance	1.00	Addition	\$105,000	\$32,513	\$137,513
Miscellaneous revenue		Addition			\$2,000
Total 2018 Budget Impact – Administration Department					\$198,361

Fiscal Note: This resolution is not included in the 2018 Budget. The resolution increases General Property Taxes by \$10,222.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
Approved by Corporation Counsel



305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 23, 2017
REQUEST TO: Executive Committee
MEETING DATE: October 23, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Administration Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

A motion was made at the Administration Committee meeting on October 4, 2017 to remove 2.00 FTE Payroll Specialists and a 1.00 FTE HRIS Analyst from the Human Resources table of organization and add the 3.00 FTE's to the Administration table of organization under the Director of Finance- additionally giving an increase in earnings to the Director of Finance.

ACTION REQUESTED:

Make the following changes to the Administration Department table of organization:

- Add 2.00 FTE Payroll Specialist
- Add 1.00 HRIS Analyst
- Increase the earnings for the Director of Finance

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$198,361-Administration / (\$188,139)-Human Resources
 - b. If part of a bigger project, what is the total amount of the project? _____
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? Increase in property tax levy by \$10,222

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE ADMINISTRATION DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Administration Department ("Department") during the 2018 budget process; and

WHEREAS, the Department has evaluated the workload to support the new changes, has identified the need to stream line operations and reduce the number of FTE's, and desires that its table of organization be restructured as outlined in the 'Budget Impact' section below.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Administration Department's table of organization is hereby restructured as outlined in the 'Budget Impact' section below, as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Bookkeeper I @ \$21.28	(0.50)	Deletion	(\$ 20,749)	(\$ 3,374)	(\$ 24,123)
Senior Accountant @ \$30.75	(2.00)	Deletion	(\$128,432)	(\$23,142)	(\$151,574)
Senior Accountant @ \$30.75	(1.00)	Deletion	(\$ 64,216)	(\$26,335)	(\$ 90,551)
Accountant @ \$28.36	(1.00)	Deletion	(\$ 59,218)	(\$25,595)	(\$ 84,813)
Accounts Supervisor @ \$26.90	(1.00)	Deletion	(\$ 56,159)	(\$10,307)	(\$ 66,466)
Admin/Communications Coordinator @ \$23.25	(1.00)	Deletion	(\$ 48,536)	(\$13,709)	(\$ 62,245)
Account Clerk I @ \$18.74	(1.00)	Deletion	(\$ 36,676)	(\$21,784)	(\$ 58,460)
Senior Accountant @ \$31.95	2.00	Addition	\$133,434	\$23,944	\$157,378
Senior Accountant @ \$31.95	1.00	Addition	\$ 66,717	\$26,736	\$ 93,453
Accountant @ \$29.56	1.00	Addition	\$ 61,719	\$25,995	\$ 87,714
Accountant @ \$28.94	1.00	Addition	\$ 60,432	\$10,994	\$ 71,426
Admin/Communications Coordinator @ \$23.97	1.00	Addition	\$ 50,039	\$13,950	\$ 63,989
Account Clerk I @ \$21.28	1.00	Addition	\$ 41,496	\$22,560	\$ 64,056
Total 2018 Budget Impact - Administration Department					(\$216)

Fiscal Note: This resolution does not require an appropriation from the general fund and is not currently reflected in the 2018 budget as it is budget neutral.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING A CHANGE IN POSITION
DURING THE 2018 BUDGET PROCESS
IN THE ZOO AND PARKS DEPARTMENT – PARKS TABLE OF ORGANIZATION

WHEREAS, a request to change a position in the Parks table of organization was submitted by the Zoo and Parks Department (“Department”) during the 2018 budget process; and

WHEREAS, the Business Manager position (“Position”) had previously been allowed to live onsite at Pamperin Park; and

WHEREAS, the Business Manager’s rent of \$300.00 per month for living onsite was considered part of the total compensation for the Business Manager, and said \$300.00 per month was included in the Business Manager’s salary as income for tax and fringe purposes; and

WHEREAS, in 2018 the individual in this Position will no longer live onsite at Pamperin Park, and the \$300.00 per month additional salary for this Position will cease; and

WHEREAS, the Department has requested to adjust the salary of the Position by increasing the Position’s salary as reflected in the ‘Budget Impact’ section below in order for the salary of the Position to be equitable and in line with other Parks management staff that have not lived onsite.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the salary of the Business Manager position in the Zoo and Parks Department – Parks table of organization be increased as reflected in the ‘Budget Impact’ section below, and as requested through the 2018 budget process to be effective January 1, 2018.

13h

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Business Manager (living onsite)	(1.00)	Deletion	\$(57,005)	\$(26,238)	\$(83,243)
Rent as compensation		Deletion	\$(3,600)	\$(657)	\$(4,267)
Business Manager (not living onsite)	1.00	Addition	\$ 60,605	\$ 26,895	\$ 87,510
Total 2018 Budget Impact Zoo and Park Management – Parks					\$ 0

***Budget Impact:** The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,
EDUCATION & RECREATION
COMMITTEE

EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 28, 2017
REQUEST TO: Education & Recreation Committee; and Executive Committee
MEETING DATE: October 17, 2017; and October 23, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving a Change in Position During the 2018 Budget Process in the Facility and Park Management Department - Parks Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Facility and Park Management Department – Parks submitted a request during the 2018 budget process to change the Business Manager position. In 2018, the Business Manager position will no longer live onsite at Pamperin Park. To live onsite, the position has paid \$300/month rent through payroll deduction and the salary was reduced by an equal amount.

ACTION REQUESTED:

Make the following changes to the Facility and Park Management - Parks table of organization:

- Adjust the salary of the Business Manager position to be equitable to Parks management staff that have not lived onsite.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$4,267
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13h

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2018
BUDGET PROCESS IN THE ZOO AND PARKS DEPARTMENT -
ZOO TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Zoo and Parks Department ("Department") in the Zoo Table of Organization during the 2018 budget process; and

WHEREAS, the Department has requested to delete (1.30) FTE Park Lead Guide positions (seasonal) and add 1.00 FTE Park Lead Guide positions (year-round) to better meet the needs of the Department, improve services and increase attendance; and

WHEREAS, a year-round Park Lead Guide position would allow the Adventure Park to do more programming to generate more revenue in the off-season, and to do additional marketing, hiring, training, invoicing and client outreach in the off-season; and

WHEREAS, the Department has also requested to increase the wage for the year-round Park Lead Guide position from \$10.25 per hour to \$13.65 per hour to attract and retain qualified candidates; and

WHEREAS, the Department has requested to add a 0.23 FTE Zoo Educator LTE position to meet the demand for summer education programs, Zoomobiles and birthday parties, and conducting more of these activities should result in increased revenue; and

WHEREAS, the Department has also requested to add a 0.23 FTE Summer LTE position to assist with exhibit maintenance upkeep as recommended in the recent AZA accreditation inspection.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Zoo and Parks Department - Zoo table of organization be changed by deleting (1.30) FTE Park Lead Guide positions (seasonal) at \$10.25 per hour, adding 1.00 FTE Park Lead Guide positions (year-round) at \$13.65 per hour, adding 0.23 FTE Zoo Educator LTE position at \$9.05 per hour, and adding 0.23 FTE Summer LTE position at \$9.05 per hour, as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Park Lead Guide @ \$10.25/hour	(1.30)	Deletion	\$(29,258)	\$(2,942)	\$(32,200)
Park Lead Guide @ \$13.65/hour	1.00	Addition	\$ 28,392	\$ 2,854	\$ 31,246
Zoo Educator LTE @ \$9.05/hour	0.23	Addition	\$ 4,330	\$ 435	\$ 4,765
Summer LTE @ \$9.05/hour	0.23	Addition	\$ 4,330	\$ 435	\$ 4,765
Total 2018 Budget Impact Zoo and Park Management – Zoo					\$ 8,576

Budget Impact: The fiscal change of this resolution is reflected in the 2018 budget.

Respectfully submitted,

EDUCATION & RECREATION
COMMITTEE

EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office



KATHRYN ROELICH

HUMAN RESOURCES DIRECTOR

DATE: October 2, 2017

REQUEST TO: Education & Recreation Committee; and Executive Committee

MEETING DATE: October 17, 2017; and October 23, 2017

REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING A CHANGE IN POSITION DURING THE 2018 BUDGET
PROCESS IN THE EXECUTIVE'S OFFICE TABLE OF ORGANIZATION**

WHEREAS, a request to change a position was submitted by the Executive's Office ("Office") during the 2018 budget process; and

WHEREAS, during the 2017 budget process, the Executive Assistant position ("Position") was reclassified to non-exempt to meet the pending change to the Fair Labor Standards Act (FLSA) threshold for exempt positions; and

WHEREAS, the threshold was not changed so the Office has requested to reclassify the Position back to exempt and eliminate \$1,000 in budgeted overtime; and

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Executive Assistant position in the Executive's Office table of organization be changed from non-exempt to exempt status and \$1,000 of overtime funds be eliminated from the Executive's Office budget, as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Budgeted Overtime	n/a	Deletion	\$(1,000)	--	\$(1,000)
Total 2018 Budget Impact - Executive's Office					\$(1,000)

Budget Impact: The fiscal change of this resolution is reflected in the 2018 budget.

13j

Respectfully submitted,
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
STIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a building with a steeple, likely a courthouse or a church. The words "Brown County" are arched across the top, and "Established 1818" is arched across the bottom. Two small stars are positioned on the left and right sides of the circle.

HUMAN RESOURCES DIRECTOR

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT –
COMMUNITY PROGRAMS TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Programs (“Department”) during the 2018 budget process; and

WHEREAS, the number of contracted facilities has increased in the area, the network of crisis services has expanded, and there exists a need to coordinate with contracted entities data collection and analysis, strategies to expedite the detention process, ways to identify and reduce obstacles in decision making, ways to promote crisis plan continuity, and ways to promote person centered practices; and

WHEREAS, the Department has requested to add 1.00 FTE Behavioral Health Supervisor – Crisis Coordinator position (“Position”) to be responsible for developing, monitoring and evaluating crisis mental health services for children and adults provided through contracted services and internal department staff; and

WHEREAS, the addition of this Position will enable the Department to competitively pursue the best method for purchasing and providing crisis services; and

WHEREAS, the Human Resources Department has reviewed the duties and requirements of the Position and recommends that the Position be placed in Pay Grade 8 of the Classification and Compensation Plan.

13k

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Programs table of organization be changed by adding (1.00) FTE Behavioral Health Supervisor – Crisis Coordinator position in Pay Grade 8 in the Classification and Compensation Plan, as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Behavioral Health Supervisor – Crisis Coordinator, PG 8	1.00	Addition	\$68,048	\$24,768	\$92,816
Total 2018 Budget Impact Health and Human Services – Community Programs					\$92,816

Budget Impact: *The fiscal impact of this Resolution is reflected in the 2018 budget.*

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a building with a prominent steeple, likely a courthouse or a church. The words "BROWN COUNTY" are arched across the top, and "ESTABLISHED 1818" is arched across the bottom. Two small stars are positioned on the left and right sides of the seal.

HUMAN RESOURCES DIRECTOR

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT –
COMMUNITY PROGRAMS TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Programs (“Department”) during the 2018 budget process; and

WHEREAS, the Department has evaluated its workload and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Children’s Long Term Support Program is mandated by the State to eliminate the programs’ wait list. To fulfill this mandate, the Department needs to hire additional Social Worker/Case Managers, as current staff are unable to manage additional case load volumes; and

WHEREAS, the positions will be fully funded by the State through case management and administrative revenues of the Children’s Long Term Support Program; and

WHEREAS, the Department has requested to add 4.00 FTE Social Worker/Case Manager positions and 1.00 FTE Social Worker Supervisor position in order to fulfill the mandate and maintain operational effectiveness.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Programs table of organization be changed by adding 4.00 FTE Social Worker/Case Manager positions in Pay Grade 12, and by adding 1.00 FTE Social Worker Supervisor position in Pay Grade 9, as requested through the 2018 budget process to be effective January 1, 2018.

BE IT FURTHER RESOLVED, should the funding from the State be eliminated, the positions will end, and be eliminated, from the Health and Human Services-Community Programs Table of Organization.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager PG 12 (3,916 hours) @ \$24.38	2.00	Addition	\$95,448	\$40,210	\$135,658
Social Worker/Case Manager PG 12 (1,632 hours) @ \$24.38	1.00	Addition	\$39,788	\$16,757	\$56,545
Social Worker/Case Manager PG 12 (1,305 hours) @ \$24.38	1.00	Addition	\$31,816	\$13,400	\$45,216
Social Worker Supervisor PG 9 (2,088 hours) @ \$30.31	1.00	Addition	\$ 63,287	\$22,532	\$ 85,819
Total County Chargeback					\$ 34,723
Total 2018 Budget Impact - Health & Human Services - Community Programs					\$357,961

Fiscal Note: This budget resolution is not included in the 2018 Budget. The expense will be fully funded by the State.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
Approved by Corporation Counsel

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

DATE: October 5, 2017
REQUEST TO: Human Services Committee; and Executive Committee
MEETING DATE: October 10, 2017; and October 23, 2017
REQUEST FROM: Kathryn Roellich
 Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Health and Human Services Department – Community Programs Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Health and Human Services Department – Community Programs requested the addition of 4.00 FTE Social Worker/Case Manager positions and 1.00 FTE Social Worker Supervisor as current staff are at capacity and unable to manage any additional case load volume. Additional staff will help to eliminate the Children's Long Term Support Program wait list and provide necessary care management.

ACTION REQUESTED:

Make the following changes to the Health and Human Services – Community Programs table of organization:

- Add 4.00 FTE Social Worker/Case Manager positions
- Add 1.00 FTE Social Worker Supervisor position

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$357,961
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? The expense will be fully funded by the State.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT –
COMMUNITY SERVICES TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Services (“Department”) during the 2018 budget process; and

WHEREAS, in the Department’s final review of the table of organization with Human Resources it was determined that a Clerk II position from Community Services was assigned to a general ledger account in the Community Treatment Center. The Department is requesting the addition of a 1.00 FTE Clerk II to the Community Services table of organization and a deletion of a 1.00 Clerk II from the Community Treatment Center to more accurately reflect the intended table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Services table of organization be changed by adding 1.00 FTE Clerk II and deleting a 1.00 Clerk II from the Community Treatment Center table of organization as requested through the 2018 budget process.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Clerk II (Community Treatment Center)	1.00	Deletion	\$30,284	\$10,756	\$41,040
Clerk II (Community Services)	1.00	Addition	\$30,284	\$10,756	\$41,040
Total 2018 Budget Impact - Health & Human Services - Community Services					(\$0.00)

Fiscal Note: This budget resolution is not included in the 2018 Budget. This resolution has no fiscal impact.

13m

Respectfully submitted,

HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

13m

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

DATE: October 10, 2017
REQUEST TO: Human Services Committee; and Executive Committee
MEETING DATE: October 10, 2017; and October 23, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Health and Human Services Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

In 2017 it was determined that a Clerk II position from Community Services was assigned to a general ledger account in the Community Treatment Center. The Department is requesting to correct the departments 2018 organization chart to more accurately reflect the intended table of organization.

ACTION REQUESTED:

Make the following changes to the Health and Human Services table of organization:

- Add 1.00 FTE Clerk II to Community Services
- Delete 1.00 FTE Clerk II from Community Treatment Center

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$0
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
 1. If yes, in which account? 201.076.170.172
 2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT –
COMMUNITY SERVICES TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Services (“Department”) during the 2018 budget process; and

WHEREAS, in the Department’s final review of its table of organization with Human Resources it was determined that a Clerk II position in Economic Support Services was not accounted for in the Department’s 2018 budget. The Department is requesting the addition of a 1.00 FTE Clerk II as more fully described in the ‘Budget Impact’ section below, to accurately reflect the intended table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Services table of organization be changed by adding 1.00 FTE Clerk II, as reflected in the ‘Budget Impact’ section below, and as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Clerk II	1.00	Addition	\$28,016	\$16,839	\$44,855
Total 2018 Budget Impact - Health & Human Services - Community Services					\$44,855

Fiscal Note: This budget resolution is not included in the 2018 Budget. Expenses will be offset by Federal/State funding.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authorized by Human Resources
Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 10, 2017
REQUEST TO: Human Services Committee; and Executive Committee
MEETING DATE: October 10, 2017; and October 23, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Health and Human Services Department – Community Services Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Health and Human Services Department – Community Services requested the addition of 1.00 FTE Clerk II as it was determined that the Clerk II position in Economic Support Services was not accounted for in the 2018 budget.

ACTION REQUESTED:

Make the following changes to the Health and Human Services – Community Services table of organization:

- Add 1.00 FTE Clerk II

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$44,855
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No It not is reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? Position will be funded by a Federal/State funding, including additional Fraud Prevention Grant Funding.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13n

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT –
PUBLIC HEALTH TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Public Health (“Department”) during the 2018 budget process; and

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to delete a vacant (0.32) FTE Public Health Nurse position and a vacant (0.15) FTE LTE-Co-op/Student Intern position; and

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Health and Human Services Department – Public Health table of organization be changed by deleting (0.32) FTE Public Health Nurse position and deleting (0.15) LTE-Co-op/Student Intern position; as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Public Health Nurse	(0.32)	Deletion	\$(18,913)	\$(15,779)	\$(34,692)
LTE-Co-op/Student Intern	(0.15)	Deletion	\$(2,574)	\$(200)	\$(2,774)
Total 2018 Budget Impact Health and Human Services – Public Health					\$(37,466)

Budget Impact: The fiscal change of this resolution is reflected in the 2018 budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 26, 2017
REQUEST TO: Human Services Committee; and Executive Committee
MEETING DATE: October 10, 2017; and October 23, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Health and Human Services Department – Public Health Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Health and Human Services Department – Public Health during the 2018 budget process.

ACTION REQUESTED:

Make the following changes to the Health and Human Services Department – Public Health table of organization:

- Delete (0.32) FTE Public Health Nurse position
- Delete (0.15) FTE LTE-Co-op/Student Intern position

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? Savings of (\$37,466)
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2018 BUDGET PROCESS
IN THE PLANNING AND LAND SERVICES TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Planning and Land Services Department (“Department”) during the 2018 budget process; and

WHEREAS, on October 16, 2017 a motion was made at the Planning, Development, & Transportation Committee meeting to refer back to staff concerns regarding the continuing difficulty of filling the vacant Principle Planner position in the Department; and

WHEREAS, the demand for housing program assistance has increased due to additional community needs and increased awareness of the program, and the Department currently has a backlog of planning work due to commitments made prior to the vacancy of the Principal Planner position; and

WHEREAS, the Department is requesting the deletion of 1.00 FTE Principal Planner position and the addition of 2.00 FTE Senior Planner positions to the 2018 table of organization to assist with workload and operational needs in housing planning and general planning areas; and

WHEREAS, if the funding for these positions is eliminated in the future, then these positions will end and will be eliminated from the Planning and Land Services Department table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Planning and Land Services Department table of organization is hereby changed by deleting 1.00 FTE Principal Planner position and by adding 2.00 FTE Senior Planner positions

through the 2018 budget process to be effective January 1, 2018, and as reflected in the 'Budget Impact' section below, subject to the condition that if the funding for these positions is eliminated in the future, then these positions will end and will be eliminated from the Planning and Land Services Department table of organization.

Budget Impact-

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Principal Planner @ \$35.04/hour (PG 7)	(1.00)	(Deletion)	(\$73,164)	(\$24,124)	(\$97,288)
Senior Planner @ \$30.31/hour (PG 9)	2.00	Addition	\$126,574	\$45,064	\$171,638
Planning and Land Services- Total 2018 Budget Impact					\$74,350

Fiscal Note: This resolution is not included in the 2018 Budget and does not require an appropriation from or increase to the General Fund. Expenses will be 100% funded through grants and local assistance contract revenues.

Respectfully submitted,
PLANNING, DEVELOPMENT, &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Approved by Human Resources
Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 23, 2017
REQUEST TO: Executive Committee; and County Board
MEETING DATE: October 23, 2017; and November 1, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Planning and Land Services Department table of organization

ISSUE/BACKGROUND INFORMATION:

A motion was made at the Planning, Development, & Transportation Committee meeting on October 16, 2017 to refer back to staff concerns regarding the Departments continuing difficulty in filling a vacant Principal Planner position.

ACTION REQUESTED:

Make the following changes to the Planning and Land Services Department table of organization

- Delete 1.00 FTE Principal Planner Position
- Add 2.00 FTE Senior Planner Positions

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$74,350
 - b. If part of a bigger project, what is the total amount of the project? _____
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? 1.00 FTE Senior Planner will be covered 100% by CDBG Grant, and the other 1.00 FTE Senior Planner will be covered by other grant and local assistance contract revenues; therefore these changes do not reflect a levy impact.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING A CHANGE IN POSITION DURING THE 2018 BUDGET
PROCESS IN THE PORT AND RESOURCE RECOVERY DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a request to change a position was submitted by the Port and Resource Recovery Department ("Department") during the 2018 budget process; and,

WHEREAS, during 2016 and 2017 the Department had to hire LTE-Co-op/Student Intern positions (junior level college students) ("Position") at \$10.00/hour because they were unable to recruit at \$8.25/hour; and,

WHEREAS, the Department has requested to increase the budgeted amount for the Position to reflect the \$10.00/hour rate of pay.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Port and Resource Recovery Department table of organization be changed by increasing the LTE Co-op/Student Intern position (junior level college students) rate of pay to \$10.00/hour; requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE-Co-op/Student Intern @ \$8.25/hour	Varies	Deletion	\$(17,160)	\$(1,355)	\$(18,515)
LTE-Co-op/Student Intern @ \$10.00/hour	Varies	Addition	\$ 20,800	\$ 1,643	\$ 22,443
Total 2018 Budget Impact – Port and Resource Recovery					\$ 3,928

Budget Impact: *The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a covered bridge over a river, with a small building on the bank. The words "Brown County" are arched across the top, and "Established 1818" is arched across the bottom. Two stars are positioned on the left and right sides of the circle.

HUMAN RESOURCES DIRECTOR

DATE: September 28, 2017

REQUEST TO: Planning, Development & Transportation Committee; and Executive Committee

MEETING DATE: October 16, 2017; and October 23, 2017

REQUEST FROM: Kathryn Roellich
Human Resources Director

139

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING RECLASSIFICATION OF A
JOURNEYMAN ELECTRICIAN POSITION IN THE PUBLIC WORKS - FACILITIES
TABLE OF ORGANIZATION**

WHEREAS, at the request of the Planning, Development and Transportation Committee, the Human Resources Department performed a thorough review of the Brown County Classification Specifications, position descriptions, and duties and responsibilities performed on a routine and re-occurring basis by the Journeyman Electrician position and the Master Electrician positions; and

WHEREAS, it was determined that all Electrician positions (Master and Journeyman) are performing the same work on a routine and re-occurring basis. The only delineation in the Classification Specification to identify the differences between these titles was the type of certification, as designated by the State of Wisconsin, Department of Safety and Professional Services, held by the employee in the position. As the employee in the Journeyman Electrician position has obtained the certification of a "Master" Electrician, the position should be reclassified accordingly; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the reclassification of the 1.00 FTE Journeyman Electrician position in Pay Grade 12 in the Public Works - Facilities Department table of organization to 1.00 FTE Master Electrician position in Pay Grade 10 of the Classification and Compensation Plan is hereby approved.

Budget Impact:
Public Works - Facilities

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Journeyman Electrician PG 12 (2,088 hours)	(1.00)	Deletion	(\$55,078.00)	(\$24,440.00)	(\$79,518.00)
Master Electrician PG 10 (2,088 hours)	1.00	Addition	\$65,042.00	\$25,966.00	\$91,008.00
Annualized Budget Impact					\$11,490.00

Fiscal Note: This resolution is not included in the 2018 Budget. The resolution increases General Property Taxes by \$11,490.00.

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
Approved by Corporation Counsel



305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 16, 2017
REQUEST TO: Executive Committee
MEETING DATE: October 23, 2017
REQUEST FROM: Planning, Development and Transportation Committee
 Bernie Erickson, Chair

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING RECLASSIFICATION OF A JOURNEYMAN ELECTRICIAN
 POSITION IN THE PUBLIC WORKS - FACILITIES TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

At the request of the Planning, Development and Transportation Committee, Human Resources conducted a classification review of the Journeyman Electrician position in comparison to the Master Electrician positions. It was determined that all Electrician positions (Master and Journeyman) are performing the same work on a routine and re-occurring basis. The only delineation in the Classification Specification to identify the differences between these titles was the type of certification, as designated by the State of Wisconsin, Department of Safety and Professional Services, held by the employee in the position. As the employee in the Journeyman Electrician position has obtained the certification of a "Master" Electrician, the position should be reclassified accordingly.

ACTION REQUESTED:

Approve the reclassification of the Journeyman Electrician position to that of Master Electrician.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? Annual: \$11,490.00
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? Increase in general property taxes.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE PUBLIC WORKS DEPARTMENT – FACILITIES
MANAGEMENT TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Public Works Department - Facilities Management (“Department”) during the 2018 budget process; and

WHEREAS, the Department has requested to increase the starting wage for LTE-Summer Employee positions in order to be competitive. The current starting wage is \$9.05 per hour with returning employees receiving a \$.40 per hour increase, up to a maximum of \$10.25 per hour. The Department has requested a starting wage of \$10.25 per hour with the flexibility to offer returning employees up to a maximum of \$11.45 per hour; and

WHEREAS, the Department has also requested to increase its overtime budget in order to have a Facility Worker onsite during open meetings that take place after business hours to ensure the building doors remain open during the meeting and are secured when the meeting ends.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Public Works Department – Facilities Management table of organization be changed by increasing the LTE-Summer Employee starting rate to \$10.25 with flexibility to offer returning employees up to \$11.45 per hour, and by increasing the overtime budget as indicated in the “Budget Impact” section of this Resolution, below, for a Facility Worker to be onsite during open meetings that take place after business hours, as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE-Summer Employee	(0.46)	Deletion	\$ (9,044)	\$ (910)	\$ (9,954)
LTE-Summer Employee	0.46	Addition	\$ 10,956	\$ 1,102	\$ 12,058
Current Overtime	--	Deletion	\$(39,934)	\$(5,979)	\$(45,913)
Proposed Overtime	--	Addition	\$ 44,029	\$ 6,593	\$ 50,622
Total 2018 Budget Impact – Public Works – Facilities					\$ 6,813

Budget Impact: *The fiscal impact of this Resolution is reflected in the 2018 budget.*

Respectfully submitted,

PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office



KATHRYN ROELICH

HUMAN RESOURCES DIRECTOR

DATE: October 2, 2017

REQUEST TO: Planning, Development & Transportation Committee; and Executive Committee

MEETING DATE: October 16, 2017; and October 23, 2017

REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Public Works Department – Facilities Table of Organization

A New Position or Position Deletion Request was submitted by the Public Works Department - Facilities during the 2018 budget process.

- LTE-Summer Employee positions – Increase starting wage to \$10.25 per hour with flexibility to offer returning employees up to \$11.45 per hour
- Increase the overtime budget \$4,709 to have a Facility Worker onsite during open meetings that take place after business hours

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? \$6,813
- b. If part of a bigger project, what is the total amount of the project? \$ _____
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
1. If yes, in which account? _____
2. If no, how will the impact be funded? _____

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE PUBLIC WORKS DEPARTMENT – HIGHWAY
TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Public Works Department - Highway ("Department") during the 2018 budget process; and

WHEREAS, in the 2017 budget, the Department added Highway Crew positions to be adequately staffed to handle the additional state lane miles. With the additional staff, the equipment is being used more and there is a need for an additional mechanic; and

WHEREAS, the Department has requested to delete a vacant (1.00) FTE Highway Crew position and add 1.00 FTE Highway Mechanic position to support the Highway Crew, add coverage when running three shifts during snow storms, and reduce mechanics overtime; and

WHEREAS, the Department has requested to increase the starting wage for LTE-Summer Employee positions to be competitive. The current starting wage is \$9.05 per hour with returning employees receiving a \$.40 per hour increase up to \$10.25 per hour. The Department has requested a starting wage of \$10.25 per hour with the flexibility to offer returning employees up to \$11.45 per hour maximum.

WHEREAS, the Department has requested the flexibility to offer returning LTE-Summer Employee Engineer positions up to \$14.95 per hour. Returning employees would lessen the re-training costs; and

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Public Works - Highway table of organization be changed by deleting (1.00) FTE Highway Crew position and adding 1.00 FTE Highway Mechanic position; and by increasing the LTE-Summer Employee starting rate to \$10.25 with flexibility to offer returning employees up to \$11.45 per hour; and by authorizing the flexibility to offer returning LTE-Summer Employee Engineer employees up to \$14.95 per hour, as requested through the 2018 budget process to be effective January 1, 2018.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Highway Crew	(1.00)	Deletion	\$(44,850)	\$(21,282)	\$(66,132)
Highway Mechanic	1.00	Addition	\$ 47,335	\$ 21,778	\$ 69,113
LTE-Summer Employee	(2.85)	Deletion	\$(60,885)	\$(6,122)	\$(67,007)
LTE-Summer Employee	2.85	Addition	\$ 68,013	\$ 6,839	\$ 74,852
LTE-Summer Employee Engineer	(1.27)	Deletion	\$(36,300)	\$(3,649)	\$(39,949)
LTE-Summer Employee Engineer	1.27	Addition	\$ 39,468	\$ 3,968	\$ 43,436
Total 2018 Budget Impact – Public Works - Highway					\$ 14,313

Budget Impact: *The fiscal impact of this Resolution is reflected in the 2018 budget.*

Respectfully submitted,
 PLANNING, DEVELOPMENT &
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By: _____

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 2, 2017
REQUEST TO: Planning, Development & Transportation Committee; and Executive Committee
MEETING DATE: October 16, 2017; and October 23, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Public Works Department – Highway Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Public Works Department - Highway during the 2018 budget process.

ACTION REQUESTED:

Make the following changes to the Public Works Department – Highway table of organization:

- Delete (1.00) FTE Highway Crew position
- Add 1.00 FTE Highway Mechanic position
- LTE-Summer Employee positions – Increase starting wage to \$10.25 per hour with flexibility to offer returning employees up to \$11.45 per hour
- LTE-Summer Employee Engineer positions – Flexibility to offer returning employees up to \$14.95 per hour

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$14,313
 - b. If part of a bigger project, what is the total amount of the project? \$
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

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November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE UW EXTENSION TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was proposed by UW Extension during the 2018 budget process; and

WHEREAS, a motion was made at the Planning, Development, & Transportation Committee meeting on October 16, 2017 to add a .15 FTE LTE Garden Blitz Coordinator position to the UW Extension table of organization for the 2018 budget; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the UW Extension table of organization be changed by adding .15 FTE LTE Garden Blitz Coordinator through the 2018 budget process and as indicated in the 'Budget Impact' section below.

Budget Impact-

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Garden Blitz Coordinator	.15	Addition	\$2,787	\$213	\$3,000
Total 2018 Budget Impact					\$3,000

Fiscal Note: This resolution is not within the 2018 budget. The resolution increases Salary and Fringe by \$3,000 which is offset by donations of \$3,000.

Respectfully submitted,
PLANNING, DEVELOPMENT, &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

134

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 17, 2017
REQUEST TO: Executive Committee
MEETING DATE: October 23, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the UW Extension Table of Organization

ISSUE/BACKGROUND INFORMATION:

A motion was made at the Planning, Development, and Transportation Committee (10/16/2017) to add a .15 FTE LTE Garden Blitz Coordinator. This position will be funded by a donation from New Leaf Foods, Inc.

ACTION REQUESTED:

Make the following changes to the UW Extension table of organization:

- Add .15 FTE LTE Garden Blitz Coordinator

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$3,000
 - b. If part of a bigger project, what is the total amount of the project? _____
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? 100% funding comes from a donation from New Leaf Foods, Inc.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13u

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2018 BUDGET PROCESS IN THE
DISTRICT ATTORNEY OFFICE TABLE OF ORGANIZATION

WHEREAS, it is desired to add the following positions to the District Attorney Office Table of Organization: 1) 3.00 FTE Assistant District Attorney's; 2) 1.00 FTE Legal Assistant II; and 3) 1.00 FTE Clerk/Typist II.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the District Attorney Office table of organization be changed by adding 3.00 FTE Assistant District Attorney, a 1.00 FTE Legal Assistant II and a 1.00 Clerk/Typist II, as reflected in the 'Budget Impact' section below, and as requested through the 2018 budget process.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Assistant District Attorney @ \$23.92	3.00	Addition	\$177,916	\$37,015	\$214,931
Legal Assistant II @ \$19.33	1.00	Addition	\$44,941	\$12,338	\$57,280
Clerk/Typist II @ \$14.09	1.00	Addition	\$32,759	\$12,338	\$45,097
Operational Expenses					\$12,499
Chargebacks					\$2,500
Total 2018 Budget Impact – District Attorney Office					\$332,307

Fiscal Note: This budget resolution is not included in the 2018 Budget. Expenses will be funded 50% by levy and 50% will be offset by reducing the Sheriff's prisoner transportation expenses.

Respectfully submitted,
PUBLIC SAFETY COMMITTEE
EXECUTIVE COMMITTEE

13v

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

DATE: October 10, 2017
REQUEST TO: Executive Committee
MEETING DATE: October 23, 2017
REQUEST FROM: Kathryn Roellich
 Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the District Attorney Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

By adding the requested staff, the District Attorney's Office could work with the judges to expand the number of courts that handle criminal cases, and/or the amount of court calendar time that is available to handle criminal cases. By increasing efficiency and expediting that process of criminal defendants awaiting trial, we have an opportunity to reduce the number of inmates who are being boarded outside this county at a cost of \$40/day. Reducing the number of inmates shipped out of county by 25 inmates per day, would result in a savings for Brown County.

ACTION REQUESTED:

Make the following changes to the District Attorney table of organization:

- 3.00 FTE Assistant District Attorney's
- 1.00 FTE Legal Assistant II
- 1.00 FTE Clerk/Typist II

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$332,307
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? 50% funded by levy and 50% by reducing the Sheriff's prisoner transportation expenses.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 1, 2017

**AN ORDINANCE AMENDING SUBSECTION 4.57(1) OF SECTION 4.57 OF
CHAPTER 4 OF THE BROWN COUNTY CODE OF ORDINANCES ENTITLED
"OVERTIME AND COMPENSATORY TIME"**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 – Subsection 4.57(1) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances entitled "Overtime and Compensatory Time" is hereby amended as follows:

4.57 POLICY. (1) Each position is designated as either Non-exempt, Partially Exempt or Exempt from the Federal Fair Labor Standards Act and state wage and hour laws. Employees in non-exempt positions shall be compensated or receive compensatory time at a rate of one and one-half times normal pay for hours worked in excess of forty (40) hours in any work week. ~~Non-exempt full-time employees that do not work on vacation days or holidays will have up to eight (8) hours of each said vacation day or holiday counted as hours worked in the computation of weekly overtime, but this does not apply to part-time or Limited Term Employees, nor does this apply to exempt employees. Non-exempt full-time employees that do work on vacation days or holidays will be subject to normal payroll rules.~~ Per FLSA, some exceptions to the 40 hours per week standard apply under special circumstances to Partially Exempt sheriff and hospital and nursing home employees. All time worked is subject to rounding rules.

Section 2 - This Ordinance Amendment shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by: Human Resources Department

Approved by: Corporation Counsel

Fiscal Impact: This ordinance does not require an appropriation from the General Fund.

13w

November 1, 2017

**AN ORDINANCE AMENDING SUBSECTION 4.57(1) OF SECTION 4.57 OF
CHAPTER 4 OF THE BROWN COUNTY CODE OF ORDINANCES ENTITLED
"OVERTIME AND COMPENSATORY TIME"**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 – Subsection 4.57(1) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances entitled "Overtime and Compensatory Time" is hereby amended as follows:

4.57 POLICY. (1) Each position is designated as either Non-exempt, Partially Exempt or Exempt from the Federal Fair Labor Standards Act and state wage and hour laws. Employees in non-exempt positions shall be compensated or receive compensatory time at a rate of one and one-half times normal pay for hours worked in excess of forty (40) hours in any work week. ~~Non-exempt full-time employees that do not work on vacation days or holidays will have up to eight (8) hours of each said vacation day or holiday counted as hours worked in the computation of weekly overtime, but this does not apply to part-time or Limited Term Employees, nor does this apply to exempt employees. Non-exempt full-time employees that do work on vacation days or holidays will be subject to normal payroll rules.~~ Per FLSA, some exceptions to the 40 hours per week standard apply under special circumstances to Partially Exempt ~~sheriff and hospital and nursing home~~ employees. All time worked is subject to rounding rules.

Section 2 - This Ordinance Amendment shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by: Human Resources Department

Approved by: Corporation Counsel

Fiscal Impact: This ordinance does not require an appropriation from the General Fund.

13w

October 18, 2017

**AN ORDINANCE AMENDING SUBSECTION 4.57(1) OF SECTION 4.57 OF
CHAPTER 4 OF THE BROWN COUNTY CODE OF ORDINANCES ENTITLED
"OVERTIME AND COMPENSATORY TIME"**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 – Subsection 4.57(1) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances entitled "Overtime and Compensatory Time" is hereby amended as follows:

4.57 POLICY. (1) Each position is designated as either Non-exempt or Exempt from the Federal Fair Labor Standards Act and state wage and hour laws. Employees in non- exempt positions shall be compensated or receive compensatory time at a rate of one and one-half times normal pay for hours worked in excess of forty (40) hours in any work week. ~~Non-exempt full time employees that do not work on vacation days or holidays will have up to eight (8) hours of each said vacation day or holiday counted as hours worked in the computation of weekly overtime, but this does not apply to part-time or Limited Term Employees, nor does this apply to exempt employees. Non-exempt full time employees that do work on vacation days or holidays will be subject to normal payroll rules. Per FLSA, some exceptions to the 40 hours per week standard apply under special circumstances to sheriff and hospital and nursing home employees. All time worked is subject to rounding rules.~~

Section 2 - This Ordinance Amendment shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by: Department of Administration

Final Draft Approved by Corporation Counsel

Fiscal Impact: This ordinance does not require an appropriation from the General Fund. The 2018 Budget reflects the change of the ordinance.

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE BOARD OF SUPERVISORS
TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Board of Supervisors ("Department") during the 2018 budget process; and

WHEREAS, a proposal was made at the Executive Committee meeting on October 23, 2017 by Chairman Moynihan to reclassify the .88 FTE Secretary position (pay grade 17) to a .88 FTE Administrative Specialist position (pay grade 16), and to reclassify the 1.00 FTE Administrative Secretary position (pay grade 14) to a 1.00 FTE Administrative Coordinator position (pay grade 14) in the 2018 budget process.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Board of Supervisors table of organization be changed by deleting a .88 FTE Secretary position (pay grade 17), adding a .88 FTE Administrative Specialist position (pay grade 16), deleting a 1.00 FTE Administrative Secretary position (pay grade 16) and adding a 1.00 FTE Administrative Coordinator position (pay grade 14), as requested through the 2018 budget process to be effective January 1, 2018, and as reflected in the 'Budget Impact' section below.

Budget Impact

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Secretary @ \$16.29 (PG 17)	(.88)	(Deletion)	(\$29,820)	(\$4,784)	(\$34,604)
Administrative Specialist @ \$18.24 (PG 16)	.88	Addition	\$33,387	\$5,357	\$38,744
Administrative Secretary @ \$19.42 (PG 14)	(1.00)	(Deletion)	(\$40,554)	(\$7,784)	(\$48,338)
Administrative Coordinator @ \$21.08 (PG 14)	1.00	Addition	\$44,015	\$8,338	\$52,353

Total 2018 Budget Impact – Board of Supervisors

\$8,155

Fiscal Note: This budget resolution is not included in the 2018 Budget. Expenses will be funded 6% by increased levy (\$485) and 94% (\$7,760) will be offset by reducing the accounting and auditing expenses. The Executive Committee budget motion was to use \$8,155 from accounting and auditing savings, however, that account would be short by \$485, so an additional \$485 in levy is required.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Approved by Human Resources
Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LJNSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

13x

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 24, 2017

REQUEST TO: County Board of Supervisors

MEETING DATE: November 1, 2017

REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Board of Supervisors table of organization

ISSUE/BACKGROUND INFORMATION:

A proposal was made at the Executive Committee meeting on October 23, 2017 by Chairman Moynihan to reclassify the Secretary to an Administrative Specialist and the Administrative Secretary to an Administrative Coordinator for the 2018 budget.

ACTION REQUESTED:

Make the following changes to the Board of Supervisors table of organization

- Delete .88 FTE Secretary (PG 17)
- Add .88 FTE Administrative Specialist (PG 16)
- Delete 1.00 Administrative Secretary (PG 14)
- Add 1.00 Administrative Coordinator (PG 14)

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$8,155
 - b. If part of a bigger project, what is the total amount of the project?
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? This can be partially paid for partially by the \$7,670 savings the County Board Office realized from the external audit RFP. The remaining \$485 will require an increase in levy.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13x

November 1, 2017

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE
2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT –
COMMUNITY SERVICES TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Health & Human Services Department - Community Services ("Department") during the 2018 budget process; and

WHEREAS, the Department's request to reclassify the Community Treatment Program Coordinator to a Social Worker/Case Manager position in the 2017 budget was approved by the County Board of Supervisors on October 18, 2017; and

WHEREAS, the Department is requesting that this reclassification also be reflected in the 2018 budget.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the reclassification of 1.00 FTE Community Treatment Program Worker position in Pay Grade 17 in the Health & Human Services – Community Services table of organization to 1.00 FTE Social Worker/Case Manager position in Pay Grade 12 of the Classification and Compensation Plan is hereby approved, as requested through the 2018 budget process to be effective January 1, 2018, and as reflected in the 'Budget Impact' section below.

Budget Impact:

Human Services – Community Services

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Community Treatment Program Worker PG 17 (2,080 hours)	(1.00)	Deletion	(\$35,277)	(\$17,647)	(\$52,924)
Social Worker/Case Manager	1.00	Addition	\$ 39,878	\$ 18,356	\$ 58,234

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PG 12 (1,950 hours)					
Annualized Budget Impact					\$ 5,310

Fiscal Note: This resolution does not require an appropriation from the General Fund. The increased expenses will be offset by increased revenue from crisis billing.

Respectfully submitted,
HEALTH AND HUMAN
SERVICES DEPARTMENT

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____



RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 26, 2017
REQUEST TO: County Board of Supervisors
MEETING DATE: November 1, 2017
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Health & Human Services- Community Services table of organization

ISSUE/BACKGROUND INFORMATION:

The Health & Human Services' request to reclassify the Community Treatment Program Coordinator to a Social Worker/Case Manager position in the 2017 budget was approved by the County Board of Supervisors on October 18, 2017 and they would like the reclassification to be reflected in the 2018 budget.

ACTION REQUESTED:

Make the following changes to the Health & Human Services table of organization

- Delete 1.00 Community Treatment Program Worker (PG 17)
- Add 1.00 Social Worker/Case Manager (PG 16)

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$5,310
 - b. If part of a bigger project, what is the total amount of the project?
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? The increased expense will be offset by increased revenue from crisis billing.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**